



FIRST THINGS FIRST

The right system for bright futures

Arizona Early Childhood Development & Health Board

Call to Order

The regular meeting of the First Things First – Arizona Early Childhood Development and Health Board was held on May 20 and 21, 2008 at the Tucson Convention Center, 260 South Church Street, Tucson, Arizona 85701.

Day One – May 20, 2008

Chair Mathis Basha welcomed everyone and called the meeting to order at approximately 1:30 p.m.

Members Present:

Nadine Mathis Basha, Rhian Evans Allvin, Dr. Pamela Powell, Cecil Patterson, Dr. Eugene Thompson, Steve Lynn, and Vivian Saunders

Ex-Officio Members Present:

Tracy Wareing, Amy Corriveau, and Mary Ellen Cunningham

Absent:

Gary Pasquinelli

Consent Agenda

The items on the Consent Agenda included the Board Minutes of the March 25 & 26, 2008, April 9, 2008, and April 22, 2008 meetings. A motion was made by Member Lynn to adopt the Consent Agenda, Seconded by Member Thompson. Motion approved.

Call to the Public

Jillynn Stevens, with the Children's Action Alliance thanked the Board for the opportunity to provide feedback on the Regional Partnership Council draft funding guidelines. Ms. Stevens, discussion focused primarily on the discretionary portion of the funds. Ms. Stevens, urged the Board to target the discretionary funding as an incentive to Regional Councils to align their spending with those strategies already identified by the state to be of high importance.

Board Member Reports/Updates

Chair Mathis Basha congratulated Board member Dr. Pamela Powell, Assistant Professor of Teaching and Learning in the College of Education. Dr. Powell was chosen as one of Northern Arizona University's, "Teachers of the Year". She is being recognized for her outstanding contributions and enthusiastic service to the academic excellence of Northern Arizona University.

Board Member Corriveau reported to the Board that she attended the Smart Start Conference in North Carolina recently and will submit an overview to the members soon.

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Board Member Lynn requested that Reach Out and Read be placed on a future agenda to be discussed under statewide priorities.

Board Member Saunders informed the Board members of an upcoming Inter-Tribal Council meeting on May 30, 2008, and will be giving an update on First Things First.

Discussion and Possible Appointment of Board Chair and Vice Chair

A motion was made by Member Lynn to retain the current leadership of Chair Mathis Basha and Vice Chair Pasquinelli, Seconded by Member Patterson. Motion Carried.

Board Roles and Responsibilities – Next Steps

Chair Mathis Basha updated the Board members on the next steps of the Boards roles and responsibilities. She stated that Leslie Anderson will be attending the June Board meeting to begin round two of assisting the Board in completing a clear definition of their roles and responsibilities.

Governance Policies – Second Read

Executive Committee Charter

A motion was made by Member Evans Allvin to adopt option A under #7 on the proposed Executive Committee Charter, Seconded by Member Lynn. Motion carried.

The Executive Committee Charter adoption was tabled until the June meeting.

Audit and Finance Committee Charter

A motion was made by Member Evans Allvin to adopt the Audit and Finance Committee Charter as proposed, Seconded by Member Luna. Motion Carried.

Programs Committee Charter

A motion was made by Member Lynn to adopt the Programs Committee Charter as proposed, Seconded by Member Evans Allvin. Motion carried.

Regional Partnership Council Updates and Discussion

Regional Needs & Assets Tools and Approach

Michelle Katona, Assistant Director, Regional Councils, reported to the Board on the Regional Needs & Assets tools and approach. Ms. Katona stated that a template had been developed for the Regional Partnership Councils which would provide a constant framework throughout the regions. The template will include an executive summary, providing an overview of the region, regional child and family indicators, and an overview of regional needs and assets by goal area including conclusion and appendices.

Discussion and Possible Adoption of the Regional Partnership Council Member Terms

Ms. Katona stated that the initial terms of the Regional Partnership Council Members are; five terms beginning April 1, 2008 and ending July 1, 2010 and six terms beginning April 1, 2008 and ending July 1, 2012.

A motion was made by Member Evans Allvin to adopt recommended Option A. Length of the initial terms shall be determined based on the expressed desires of the appointees and the Board will be presented the information. Note: All Council Members indicated their preferences on their applications, Seconded by Member Lynn. Motion carried.

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Council Meetings and Process Issues

Ms. Katona stated that all Regional Councils have scheduled meetings for the month of May and are currently determining future meeting schedules, electing a Chair and Vice Chair, and drafting governance policies. The Councils are continuing their training on Open Meeting Law, and building relationships among First Things First, Tribal Regional Partnership Councils, and Tribes. Ms. Katona stated the Regional Councils are preparing for the needs and assets assessment, regional allocation, and meeting current timeframes.

Presentation and Discussion on the First Things First Evaluation Plan

Dr. Amy Kemp, Assistant Director Program Evaluation, presented to the Board, system measures and the long term evaluation plan which included the 3-5 year measures and their relationship to the long term evaluation. Dr. Kemp stated that system measures will determine if the comprehensive early childhood system outcomes have been achieved within 10 years and indicate if the comprehensive early childhood system is functioning effectively as envisioned.

Executive Director Report

Elliott Hibbs, Executive Director, reviewed with the Board, outcomes of the April Summit. Evaluations indicate attendees felt it was a positive experience and the participation was excellent as out of 266 Regional Partnership Council members, 247 attended the Summit along with 130 other individuals, including staff.

Director Hibbs reported on baseline surveys and First Things First's efforts in gathering information on community awareness and understanding of early childhood investment for funding programs.

Director Hibbs reported a grant was submitted on April 11th for Professional Development Center on Inclusion and we should hear back by June 1st. The second grant is the Early Childhood Comprehensive System Grant submitted on May 12th. This is a continuation of a grant that has been previously received through the Department of Health Services.

Director Hibbs stated that Nicole Stewart has resigned as our Assistant Director of Communications. We are working on finding a suitable replacement for her. Ms. Stewart played an instrumental role in Community Forums with presentations and her efforts were critical in producing our high quality Building Bright Futures document, which is the First Things First statewide needs and assets report.

Director Hibbs reported that FTF continues to under expend the budget for the year in the areas of staffing. The bulk of our automated business system which is a critical element in evaluation will be developed in the next fiscal year. Year-to-date expenditures are presently at \$5 million compared to our budget of \$13 million. April 2008 revenues were \$13.9 million which brings our total tobacco tax revenues to approximately \$136.4 million this fiscal year. Interest earned for April 2008 totaled \$650,000 combined with the tobacco tax revenues total over \$14 million. All revenue and interest earning money will be divided according to statute with 81% going into regional funding, 9% into statewide funding, and 10% into administrative account.

Session recessed at approximately 4:45 p.m. on May 20, 2008.

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Day two – May 21, 2008

Chair Mathis Basha resumed the meeting at approximately 9:05 a.m.

Members Present:

Nadine Mathis Basha, Gary Pasquinelli, Rhian Evans Allvin, Dr. Pamela Powell, Dr. Eugene Thompson, Steve Lynn, and Vivian Saunders

Ex-Officio Members Present:

Tracy Wareing, Amy Corriveau, and Mary Ellen Cunningham

Absent:

Cecil Patterson

Possible Appointment of Regional Partnership Council Members

Pursuant to A.R.S §38-431.03(A) (1) and A.R.S §38-431.03(A) (1)) the Board voted to go into Executive Session for review and consideration of recommendations for Regional Partnership Council positions. Motion was made by Member Lynn, Seconded by Member Thompson at approximately 9:05 a.m. Motion carried.

A Motion was made by Member Thompson to close Executive Session and Regular Session resumed at approximately 9:50 a.m. Seconded by Member Lynn.

A motion was made by Member Pasquinelli that the Board adopt the staff recommendations for the appointments to the Regional Partnership Councils in the following Regions:

North Phoenix

Northeast Maricopa

Northwest Maricopa

Southwest Maricopa – except for the Business Seat

Mohave/La Paz

Navajo/Apache

Navajo Nation

Pinal

San Carlos Apache Tribe

Colorado River Indian Tribe

Tohono O'odham Nation – except for the Faith Based Seat

White Mountain Apache Tribe

Seconded by Member Thompson. Motion Carried.

Discussion Regarding Finance Issues

Fiscal 2010 Budget Base

Director Hibbs presented to the Board a fiscal overview of the 2010 budget base. He also reviewed the timeline for First Things First Board financial decisions for calendar FY09. Director Hibbs discussed funding scenarios that showed declining future revenues vs. population growth, considerations and recommendations.

Regional Allocation Methodology

John Ordini, Assistant Director, Finance and Audit, presented to the Board a general overview of the proposed financial methodology including statutory funding allocations, data sources used, changes and next steps.

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Regional Partnership Council Funding Guidelines

Ms. Katona presented to the Board an overview of the regional funding guidelines and critical policy decisions for the Board to discuss on the regional funding plan. This was, in preparation for the final document to be presented to the Board at the June meeting based on Board discussion and direction.

Discretionary Funds Alternative Uses

Ms. Katona presented to the Board alternative funding uses for discretionary funds that include: 1) holding a portion of the funds aside to be allocated in years with declining revenue to sustain levels of programming, 2) using discretionary funding as an incentive for Councils to implement the statewide initiatives, 3) using

discretionary funding for innovation, 4) using discretionary funding to address needs unique to a region or to build capacity due to limited funding, 5) and using discretionary funding to support the independent evaluation on early childhood development and health outcomes at the statewide and regional levels.

Statewide Strategic Direction Update

Tabled

Next Meeting – June 24 & 25, 2008 in Prescott, Arizona

Chair Mathis Basha announced that the June 24 & 25 Board meeting will be held in Prescott, Arizona at the Yavapai Community College.

Adjourn

There being no further business, Chair Mathis Basha adjourned the meeting at 12:45 p.m.